

TOWN OF ELMORE
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Northern Vermont Parcel Data Project
Town of Elmore Final Report and Data Update Plan

Date range covered by this report: June 1, 2014 – November 30, 2014

Project Contact Name: Caroline DeVore, Selectman Elmore

Mapping Contractor Name/Company: CAI Technologies

1. Please describe the final product/results of this project (digital parcel data and tax maps describing 1000 parcels, data meeting VT GIS Parcel Data Standard):

All parcel maps were digitized to the specifications outlined by the **VT Center for Geographic Information. Details as follows:**

a) An Index Map Created: An overall map of the community showing:

- a. The layout of the map sheets.
- b. Boundary lines of the entire municipality.
- c. The basic public road network, major rights-of-way, airports, railroads and bodies of water.
- d. A title block including the date the mapping was completed.
- e. A legend.
- f. The approximate centers of photos.
- g. The X and Y coordinates from the Vermont State Plane Coordinate System.

b) Digital Compilation including:

- a. All data shall be digitized using AutoCAD software in a professionally acceptable format, per the standards previously listed.
- b. Each map sheet will be set up as its own unique layout to facilitate the future regeneration, editing, analysis, and output.
- c. This file structure, along with the previously described layer formats, will provide a highly useful and easily managed graphic database.

c) GIS Processing including:

- a. All individual, digital files created shall be joined together and perfectly edge matched to create one complete, seamless, composite file.
- b. Using ESRI ArcGIS Desktop software, CAI shall process the composite file to assure a correct topological format, i.e. each parcel's geometry will be perfected so it can be used for GIS applications.
- c. All GIS data shall be delivered in ESRI's shapefile formats that meets VCGI standards.

2. Please describe the value to your town that this final product provides (how will you use it/them?):

The listers, town clerk and residents will have access to parcel data through an online portal. Requests for information about parcel location, ownership and other tax card information will be readily available in a digital format and will make routine inquiries to the database efficient. Updates can be automated providing more dynamic access to the most current data.

3. Please identify how frequently you plan to update the digital parcel data for your town:

We will update parcel data as it becomes available. Our ongoing maintenance contract with our map data provider will allow updates to be automatically joined to our digital database.

4. Please identify who will update the digital parcel data for your town (contractor named above, a different contractor, town officials, etc.):

Data will be maintained by our Listers and updates will also be provided by our contractor CAI Technologies under our annual maintenance agreement. Our annual agreement will be extended to include our subscription to the Query Manager tool which will allow online access to all digital data.

5. Please delineate how much it will cost to update your digital parcel data in order to continue to meet the state standard:

Our annual maintenance contract with CAI is \$2,600.00. This contract covers our general maintenance agreement for updates and our subscription to the Query Manager tool. We also employ 3 listers who will help maintain our database and resolve any data conflicts.

6. Please identify how you will pay for the periodic cost to update your digital parcel data (e.g. using appraisal funds provided by the state, amount has been added to town budget, etc.):

Funds have been added to the town budget.

7. Please describe any "lessons learned" during this project (e.g. allocate more time for working with contractor, review contractor work more, ask contractor for more instruction in using data, etc.):

Grant process straightforward. It was important to have all stakeholders involved with the decision to allocate funds to this project. Listers, Town Clerk, Selectboard members were all part of the decision and all needed to be part of the decision to move forward with this project. Evaluating neighboring town's experience was a positive.